

Cover Sheet – Non-Social Service Activity

AGENCY NAME: Amherst Housing Authority
AGENCY ADDRESS: 33 Kellogg Avenue, Amherst, MA 01002
AGENCY PHONE NO: (413)-256-0206 x301 CONTACT PERSON: Chad Howard
CONTACT PERSON EMAIL: choward@amhersthousingauthority.org
CDBG FUNDING REQUEST: \$137,591.00

1. Project Name
Watson Farms – Site Improvements
2. Project Description (1-2 sentences)
This site project aims to improve cracked and heaving sidewalks, handicap accesses, driveways, and parking areas throughout the Watson Farms Apartment Complex by means of excavation of grade soils and repaving bituminous concrete.
3. Project Location (Street address)
693 Main Street, Amherst, MA 01002
4. Budget Request: Total budget for entire project is \$137,591.00
5. Type of Activity (check one):
 - ☐ Rehabilitation
 - ☐ Acquisition
 - ☐ Demolition/clearance
 - ☐ Infrastructure
 - ☒ Public Facility *“Public Improvements” - Site improvements that are made to property that is in public ownership, (that are not “buildings for general conduct of government”).*
 - ☐ Architectural Barrier Removal
 - ☐ Other – please explain
6. National Objective:

Total number of beneficiaries (individuals served): 44 total individuals served as of 12/30/16.
(There is currently one vacant three bed room unit. This unit is scheduled to be filled by 1/30/17, at which point the total number of individuals served would rise to 47).

Total Low/Mod beneficiaries (individuals served): 25 residents fall into the Extremely Low Income Range (<50% AMI); 6 residents fall into the Very Low Income Range (50% AMI); 6 residents fall into the Low Income Range (80% AMI); 7 residents fall into an income range above 80% AMI (two total households).

Please submit responses to the following questions:

Project Name: Watson Farms – Site Improvements

Project Location: 693 Main Street, Amherst, MA 01002

Census Block Group: 820500

A. National Objective Description

- Describe in detail how your project will meet a national objective and how it will be documented to ensure that participants meet low/moderate income requirements.
- Limited clientele projects must document compliance by one of the following methods:
 - For projects that do not provide “income payment” forms of assistance, beneficiaries may “self-declare” their eligibility, generally by completing and signing a form declaring household sizes and income ranges.
 - For projects that offer income payments or subsidies, income must be documented.
 - For projects where the user profile will be low- and moderate-income, a description of the profile must be presented so that the conclusion, without a doubt, will be to benefit low- and moderate- income persons.

This project meets the National Objective. As of December 30, 2016, 57% of the residents fall into the Extremely Low Income Range (30% of AMI); 13.5% of the residents fall into the Very Low Income Range (50% AMI); and 13.5% of the residents fall into the Low Income Range (80% AMI). The remaining 16% of the residents fall into an income range greater than 80% AMI (two total households). The housing development is used for residential purpose. The walkways, driveways, parking areas, and handicap accesses are high-traffic areas and serve as the only means of egress throughout the development for the residents. Site improvements to these areas will benefit the residents of this development.

Total Number of individuals served

This property is a federally assisted development as a family housing complex under the United States Department of Housing and Urban Development (HUD). This development is used to house various individuals. Fifteen total family-housing units, of which there are four (4) handicap accessible units that are utilized to house physically disabled individuals.

This project aims to improve site conditions and accessibility for the residents of this development while also ensuring the protection of environmentally sensitive land as this property sits within two separate wetland delineated areas. The property has significant frost heaving and erosion damage to the bituminous concrete throughout the property. The condition of the site causes uneven walking/driving surfaces, pot-holes, improper drainage of rain waters, and ice build-up during the winter. It is an unsafe condition with trip/slip hazards for pedestrians and icy roads and automobile accident hazards during the winter. The conditions are particularly dangerous for disabled and wheelchair-bound

residents, as they are unable to safely maneuver in and around their homes.

Total Low/Mod individuals served

As of December 30, 2016, 57% of the residents fall into the Extremely Low Income Range (30% of AMI); 13.5% of the residents fall into the Very Low Income Range (50% AMI); and 13.5% of the residents fall into the Low Income Range (80% AMI). The remaining 16% of the residents fall into an income range above 80% AMI (two total households).

B. Demonstrate Consistency with Sustainable Development Principles

- Describe how project meets and is compatible with the State's Sustainable Development Principles: http://www.mass.gov/envir/smart_growth_toolkit/pdf/patrick-principles.pdf

This project would meet the State's Sustainable Development Principles under item #4 identified as "Protect Land and Ecosystems". This principle states: "Protect and restore environmentally sensitive lands, natural resources, agricultural lands, critical habitats, wetlands and water resources, and cultural and historic landscapes. Increase the quantity, quality and accessibility of open spaces and recreational opportunities." The Watson Farms development overlaps two wetland delineated areas. This project will aim to restore the environmentally sensitive land/wetland on which the development is built by limiting soil erosion and run-off, providing greater accessibility, and develop proper water-flow and drainage of rain waters throughout the site.

C. Demonstrate Consistency with Target Area requirements

- Describe location of the project in terms of the identified target areas?

This property is located in the 600 block on Main Street in Amherst, MA.

- Is the project located in a target area?

Yes, this project is located in a CDBG Eligible Block Group in the East Village target area.

D. Demonstrate Consistency with Community Development Strategy

- Describe how the proposed project is consistent with the Community Development Strategy.
- To meet this threshold a proposed project must relate to a community development need or needs identified by the community in the Strategy, and must have been identified in the Strategy as a means to address the need.

The Community Development Strategy identifies a wide range of initiatives designed to promote, preserve, and develop the community by means of local housing, community services, land use, economic development, natural and cultural resources, recreation, transportation, and sustainability. This project meets the [3] *Community Services* initiative as it states: "Continue to make modifications and improvements based on the 2006 Transition Plan Update ensuring that all public facilities and programs are

accessible to individuals of differing abilities. Also ensure that sidewalks, especially within Village Centers are accessible and located near residential uses, in particular Main Street, Southeast Street, Old Sunderland Road, and Pine Street. This includes public facilities as well, such as the Amherst Community Childcare Center, Bangs Community Center, North Amherst School and East Street School that need barrier removal and other projects to modernize the buildings and grounds.” This project demonstrates consistency with this community development strategy as it will provide safe and sound accessibility to individuals with differing abilities on the walks and roadways located at the Watson Farms property- a residential development on Main Street.

E. Agency Information

- Provide an overview of your organization, including length of time in existence, experience in successfully conducting activities for which funding is being sought, and skills and current services that reflect capacity for success.
- Explain your short-term goals and long-term goals.

The Amherst Housing Authority (AHA) is a public body, politic and corporate, duly organized in 1959 and existing pursuant to Massachusetts General Laws, Chapter 121 B, and Section 3. A Board of Commissioners is legally responsible for the overall operations of the Authority, and the day to day activities and administration of the Authority is delegated to the Executive Director and managed by a 14 person staff.

The AHA has a long history in providing safe, affordable housing to residents of the Amherst community with the following programs:

Low Rent Public Housing- Under this program, the AHA owns operates and maintains rental housing acquired with grants from the U.S. Department of Housing and Urban Development (HUD). Dwelling units are leased to low income tenants at rates based on their ability to pay. Operations are supported by HUD via operating grants.

Public Housing Capital Fund- HUD provides grants to authorities with Low Rent Public Housing units on a formula basis. The funds are predominantly used to make physical improvements to buildings and dwelling units owned by the Authority under the Low Rent Public Housing Program. A portion of capital funds may also be used to support operations and to make improvements in the management and operation of the Authority.

Section 8 Housing Choice Voucher- HUD provides grants to the Authority to subsidize rents paid by low income families and individuals who rent dwelling units from private landlords. Under this program qualified applicants are issued vouchers which may be used by the applicant to obtain housing in the private rental market. The AHA will subsidize the landlord for the difference between the rent requested and the tenant’s share of the rent not to exceed a predetermined payment standard.

State and Local Programs- the AHA operates the following state and local programs:

State Consolidated Housing and State Chapter 667/705 Housing- Under these programs, the AHA owns, operates and maintains rental housing acquired with grants from the Massachusetts Department of Housing and Community Development (DHCD). Dwelling units are leased to low income tenants at rates based on their ability to pay. Operations are supported by DHCD via operating grants.

State Chapter 689 Housing- Under this program, the AHA owns operates and maintains rental housing acquired with grants from DHCD. The building is generally rented to a non-profit corporation who provides health and human resource needs to mentally or developmentally disabled individuals.

Massachusetts Rental Voucher Program (MRVP) - DHCD provides grants to the AHA to subsidize rents paid by low income families and individuals who rent dwelling units from private landlords. Under this program, qualified applicants are issued vouchers which may be used by the applicant to obtain housing in the private rental market. The AHA will subsidize the landlord for the difference between the rent requested and the tenant's share of the rent not to exceed a contract amount.

Alternative Housing Vouchers (AHVP) in November 2015 DHCD awarded the AHA with 20 AHVP vouchers which provides housing to eligible younger disabled individuals who would normally qualify for Chapter 667 Elderly/disabled housing. These vouchers allow low income individuals/families to rent dwelling units from landlords in the private rental market. The AHA provides a subsidy payment to the landlord for the difference between the rent for the unit and the tenant's share of the rent.

The housing program for which the AHA is seeking funds falls under the State Consolidated Housing and State Chapter 667/705 Housing.

The Amherst Housing Authority has been doing modernization projects under the requirements of the Commonwealth of Massachusetts for numerous years and is one of a few agencies statewide that is part of the DHCD Accelerated Independent Modernization and Management (AIMM) for capital projects under DHCD.

Both the long-term and short-term goals for the Amherst Housing Authority are the same, which is to provide safe, affordable housing to extremely low, low and moderate income individuals, families and disabled people.

F. Project Budget Information

- Provide a detailed budget cost estimate that includes all sources of revenues and all expenses, ***signed by the preparer***. (Include an inflation factor to reflect the cost of construction at the time of project implementation, as outlined in your project timeline.)

AHA contracted with *The Berkshire Design Group* (4 Allen Place, Northampton, MA 01060) during the Summer/Fall 2016 to perform an environmental review, design a construction plan, and prepare a detailed cost estimate for this project. The cost estimate

prepared by *The Berkshire Design Group*, reflects the construction costs for this project.

Additionally, a cost estimator tool was used to combine the construction costs, plus any soft costs (i.e. engineering fees, financial contingency, inflation, etc.). This tool, provided to all housing authorities in Massachusetts, is a product of the Department of Housing and Community Development (DHCD), called “Capital Planning System” (CPS), and is a reliable cost estimator tool that the AHA has used on many of its State and Federal projects.

- Explain the process used to review the accuracy of the cost estimate.

The Amherst Housing Authority has relied on the expertise of *The Berkshire Design Group* in the preparation and review of the construction-cost estimates affiliated with this project; the CPS was used to calculate any additional soft costs as noted above.

- Explain the qualifications of person who prepared the cost estimate.

The Berkshire Design Group are licensed & registered Civil Engineers, Landscape Architects, and Land Surveyors that have a long standing, respected, professional reputation in the Valley. *Berkshire Design Group's* experience in the area of Civil engineering, procurement of construction contracts, and site construction oversight is the basis that validates their credentials as a legitimate and reliable cost estimator for this project.

Debbie Turgeon and Chad Howard have both been trained by DHCD in the use of the DHCD Capital Planning System software. Additionally, Chad has been designated by DHCD as an “expert” user of the DHCD Capital Planning System.

- Submit a detailed line item budget including a trade item breakdown and soft costs. Provide an explanation of sources and uses for all funding.

Attached are the itemized cost estimates and projected budget for the project.

- Submit an operating and maintenance plan including funds required and source of funding.

The Annual operating budget for the Amherst Housing Authority for FY'17 is attached. The Development in which funds are being requested belongs to the fund number 085 program.

- If applicable, describe and document the availability and source of matching or other funds needed to complete the project. In-kind services are accepted only as directly related to the project.

At this time the Amherst Housing Authority is not seeking supplemental funds for this project. A limited amount of Federal Capital funds are allotted each FY, these funds are

currently being directed toward Consultant & Engineering fees for the planning and permitting phase of this project (which was completed December 2016).

Answers for Parts G—K must not exceed six (6) pages

G. Project Description

- Please provide a summary of the proposed project. The summary should include a detailed scope of the total project, including the non-CDBG funded components.
- Demonstrate that the activity has been prioritized by the community at the local level.
- Include information on the number of individuals or families to be served and who they are, i.e. disabled, low-income, homeless, etc.
- For projects involving renovation of buildings used for CDBG-eligible and non-eligible activities, applicants must describe how space is allocated within the building and how the project will be pro-rated to address the mix of uses.

This site project will address the cracked, heaving, and eroded sidewalks, handicap accesses, driveways, and parking areas throughout the Watson Farms Apartment Complex. These areas of failing asphalt are beyond its reasonably expected lifespan as it has not been repaved in nearly 20 years.

This project will improve the site conditions by means of excavation of grade soils and then repaving bituminous concrete, while also correcting underlying drainage issues which has been a root cause of some of the asphalt erosion and heaving.

These are drainage issues at the property. At the southwest corner of the property there is an area which falls between two basin drains. Water from precipitation regularly pools up in this driveway area and causes flooding in the spring/summer/fall, and dangerous ice build-up during the winter. This project will address this problem by tying in a new basin drain to split between the two existing basin drains, thus correcting flooding issue.

Please see attached site plans attached within this application. Due to the application requirements the plans may be difficult to interpret on 8' x 11' paper. For this reason AHA will have a set of plans readily available upon request for Town officials and/or the CDBG Advisory Board.

The means of egress and passage issues for pedestrians and automobiles at the Watson Farms property are deemed to be critical in nature. Without immediate correction these issues will worsen and could potentially cause bodily injury and or more severe damage to automobiles.

The entire project is used for CDBG eligible activities.

The Community Development Strategy identifies a wide range of initiatives designed to promote, preserve, and develop the community by means of local housing, community services, land use, economic development, natural and cultural resources, recreation, transportation, and sustainability. This project meets the [3] *Community Services*

initiative as it states: “Continue to make modifications and improvements based on the *2006 Transition Plan Update* ensuring that all public facilities and programs are accessible to individuals of differing abilities. Also ensure that sidewalks, especially within Village Centers are accessible and located near residential uses, in particular Main Street, Southeast Street, Old Sunderland Road, and Pine Street. This includes public facilities as well, such as the Amherst Community Childcare Center, Bangs Community Center, North Amherst School and East Street School that need barrier removal and other projects to modernize the buildings and grounds.” This project demonstrates consistency with this community development strategy as it will provide safe and sound accessibility to individuals with differing abilities on the walks and roadways located at the Watson Farms property- a residential development on Main Street.

H. Project Need

- What is the need for the proposed project/program?
- Define the need or problem to be addressed by the proposed project. Explain why the project is important.
- ***As applicable (i.e., for projects involving construction or rehabilitation), photographs must be included as attachments to the packet.***

Several photographs of the existing conditions are attached.

This site project will address the cracked, heaving, and eroded sidewalks, handicap accesses, driveways, and parking areas throughout the Watson Farms Apartment Complex. These areas of failing asphalt are beyond its reasonably expected lifespan as it has not been repaved in nearly 20 years.

This project will improve the site conditions by means of excavation of grade soils and then repaving bituminous concrete, while also correcting underlying drainage issues which has been a root cause of some of the asphalt erosion and heaving.

Sidewalks are of the utmost concern as they have a direct impact on all residents and local pedestrians alike. There are four accessible units within the Watson farms apartment complex which serve as home to several wheelchair bound residents. These residents rely on sure and sound sidewalks to allow them to maneuver freely in and around the complex. The current condition of the sidewalks is such that this simple expectation is not met and the residents are forced to take alternate routes around the property in order to meet the local PVTA or reach their mailbox. Handicap accesses are also of specific concern as the soil beneath the asphalt ramps which lead into the parking/carpool areas have eroded and cause steep inclines for wheelchair access. Additionally, the Watson Farms complex has a sidewalk which connects Main Street and College Street and serves as a means for local pedestrians to cross from one street to the other. The cracked and heaved sidewalks make for a treacherous path for even non-disabled pedestrians during the nighttime and/or during snowy/icy conditions.

The roadways and parking areas are also cracked, heaving and eroded. These areas must be repaved in order to restore these areas to a reasonably functional driveway. The

current conditions have cause residents to damage their cars and also lend to it being very difficult for maintenance staff to properly clear snow and ice from the area during the winter. This further accentuates the means of egress/passage issues throughout the property.

These are drainage issues at the property. At the southwest corner of the property there is an area which falls between two basin drains. Water from precipitation regularly pools up in this driveway area and causes flooding in the spring/summer/fall, and dangerous ice build-up during the winter. This project will address this problem by tying in a new basin drain to split between the two existing basin drains, thus correcting flooding issue.

I. Community Involvement and Support

- Demonstrate the involvement and opportunities available for the community and/or potential beneficiaries in the identification, planning and development of the proposed project.
- Define the process to be used to maintain involvement of the project beneficiaries in the implementation of the project.

The Amherst Housing Authority Board of Commissioners has been supportive in the efforts to correct the site issues at this property. The voted to have AHA procure a design contract in order to draft engineering plans that would serve as back-up and support for this CDBG grant application.

J. Project Feasibility

- Why is the proposed project/program feasible?

This project will serve a need for the residents of the Watson Farms Apartment Complex as well as local pedestrians who all regularly use the walkways, driveways, parking areas and handicap access ramps.

- Demonstrate that the project is capable of proceeding at the time of award, can be effectively managed, and can be physically and financially accomplished within the grant period.

The AHA has a long history of effectively managing projects with federal, state, and local funds. The following projects have been accomplished in the past couple of years:

- ✓ New HVAC system at Ann Whalen \$248,911.00, completed December 2015
- ✓ Surveillance system at Ann Whalen \$12,718.15, completed November 2015
- ✓ Water Infiltration and Paving at Chestnut Court \$332,500, completed July 2016
- ✓ Window project at Jean Elder \$90,000 completed within 5 months- CDBG funds
- ✓ Architectural plans and handicapped bathroom renovations for Watson Farms completed December 2014 - \$38,100 – CDBG funds
- ✓ Emergency Generator Upgrade at Ann Whalen - \$112,312- completed January 2014
- ✓ Kitchen upgrades at Sunrise Ave.- \$22,250 completed June 2013
- ✓ Bathroom Rehabilitation at Sunrise Ave.- \$25,000 completed June 2016

- ✓ Furnace replacements at Sunrise- \$14,012 \$9,000 provided by Berkshire Gas, completed May 2014
 - ✓ Exterior Lighting Upgrades at Ann Whalen- \$14,146 provided by WMECO- December 2014
 - ✓ Refrigerator Upgrades at Ann Whalen (55)- Estimated \$22,000 provided by WMECO June 2014
 - ✓ Energy Efficiency insulation upgrades at Chestnut Court – estimated \$30,000 provided by WMECO- November 2015
 - ✓ Kitchen and Bath Upgrades at John Nutting- \$636,201.24 – completed August 2016
 - ✓ Kitchen and Bath Upgrades at Ann Whalen- \$825,000- in process
 - ✓ Kitchen, Bathroom & Flooring Renovations at Jean Elder- \$162,000- CDBG funds, in process.
 - ✓ Boiler Replacement Project at Chestnut Court- \$110,000, in process
- Describe what evidence exists to show that the community at large or project beneficiaries will use the project. Include documentation of **demand** for the activity through summary descriptions of surveys, inquiries, waiting lists or past participation. (Not applicable to barrier removal or demolition).

The scope of the project is clearly defined within the plans that were developed during the Fall 2016 by the contracted Engineering firm *The Berkshire Design Group*. These plans are attached within this application on 8" x 11" letter stock and are readily available on architectural sized prints for any Town Official and/or CDBG Advisory Board member for review. AHA is prepared to create bid specifications and advertise/bid this project to as soon as funds are awarded. Since the AHA will not be tapping any other state or federal funds, there would be no holdups from those sources; the project can begin immediately and in less than a year the project would be complete from the time of award to completion.

- Describe the present status of the project design. Rehabilitation activities should summarize the operational program design. Do not attach and refer to a program manual.

The scope of work and the plans have been developed for this project and are ready to proceed to the bidding phase as soon as funds are awarded.

- Describe and document the present status of site control for the project.

The Amherst Housing Authority owns this property and is located on Map ID: 15A/26. The property record card is part of the attachments.

- Describe and document the current status of environmental review and the timeline for completion of the process. Identify all necessary federal, state, and local permits, including state and local environmental permits, and the timeframe for obtaining them. Include the appropriate checklist(s) and response letters from relevant state agencies and/or local commissions.

The ASTM Phase 1 Environmental Review was completed during the summer of 2016 by *New England Environmental* (15 Research Drive, Amherst, MA 01002). The 24 CFR 58.35(a) HUD Statutory Checklist for Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5, has been completed and in process of HUD review. The permitting and environmental zoning for this project is currently in process and is being completed by the contracted design engineer on this project *The Berkshire Design Group* in conjunction with the AHA.

- Identify and describe the procurement process used or applicable to the project.

This project will follow the federal procurement process using Federal Davis Bacon, and State prevailing wage requirements (whichever is higher). The AHA is trained on the Federal and State procurement regulations. AHA has a long history of successful procurement of public contracts.

- Identify the roles and responsibilities of all personnel involved in the project as well as internal controls.

Debbie Turgeon – AHA Interim Executive Director- Contract Administrator
Chad Howard – AHA Asset Manager- Procurement and Construction Administrator
Anne Perkins – AHA Construction Rep. - Clerk of the Works
Jon Hite – AHA Consultant
Jerry Aldrich – AHA Consultant
Greg Henson – *The Berkshire Design Group*- Project Engineer

- Citing past accomplishments, document that the agency has the necessary past expertise to conduct the activity and has successfully completed past activities with CDBG or other programs in a timely manner.

AHA has completed four significant CDBG funded projects since 2013, and has a track record of successfully carrying out a variety of other construction projects (as noted in part J of this application).

- Describe and identify the project milestones and timeline including unfinished project contracting and other project steps. State the duration of time needed for each milestone, and identify when each milestone will be completed.

Planning Phase completed: September 2016
Permitting Phase completion: February 2017
Funding Award: September 2017
Finalize Bid Specifications: September 2017
Advertisement and Bidding Phase: January 2018
Construction Phase: May 2018 to August 2018

K. Project Impact

- What will be the impact of the proposed project/program?

- Describe the impact the activity will have on the specifically identified needs. What measurable improvements will result from the activity and will benefit the intended beneficiaries? How much of the need will be addressed?
- Define the direct and indirect outcomes that will result from the project. Identify quantitative and qualitative measures to determine that the outcomes are achieved. *Refer to specific target areas.*

The direct impact of this project will allow safe and sound walking, and driving conditions throughout the Watson Farms Apartment Complex for residents and pedestrians, especially those who are disabled and cannot easily navigate the current site conditions due to their physical disabilities.

The total number of beneficiaries that this project will impact is currently 44. It is expected that the number of beneficiaries will increase when apartment units currently vacant are filled in February 2017. Additionally, this project impacts local pedestrians who use the site as a passage between Main Street and College Street.

This project is within the East Village target area and will restore the site of a low-income Federal housing development (Public Facilities-as defined in the National Objectives.

Watson Farms – Site Improvements

Revenue

CDBG Grant Income	\$ 137,591.00
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Expenses

Mobilization	\$ 4,000.00
Site Demolition	\$ 28,917.25
Site Amenities	\$ 62,798.35
15% Construction Contingency	\$ 14,357.34
Soft Costs	\$ 27,518.00

Total expenses	\$137,590.94
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Soft costs include:

- Engineering
- Owners Project Rep. (Clerk of Works)
- Permitting fees
- Administrative costs
- Inflation

Capital Planning System

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Projects

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LHA	AMHERST HOUSING AUTHORITY ▼
Development	
Facility	Development-wide ▼
Unit	ALL ▼ (ALL Implied if not selected)
Project	Watson Farms - Site Improvements ▼

[Project Information](#) [Project Estimation](#) [Project Management](#) [Project Templates](#)[Edit](#) [Delete](#) [New](#)

Project Number:

Project Name: Watson Farms - Site Improvements

DHCD FISH #:

Condition
Assessment
Narrative:

Sidewalks, driveways, parking areas, and handicap accesses are cracked, heaving, and eroded. Condition causes significant difficulty for residents (particularly those with physical disabilities) to navigate their way around the property.

Recommendation:

Replace sidewalks, driveways, parking areas, and handicap accesses development-wide.

Category: Site Conditions

Project Type: Site Project

LHA Priority Selection

1. Currently Critical (Immediate)

DHCD/Consultant Priority Selection

1. Currently Critical (Immediate)

- CITED Life and/or Health safety conditions/hazards
 - Building, Fire, Electrical or Mechanical CODE CITATIONS
 - Component failure or complete deterioration that affects facility operations
 - Restores facility operations (vacancies)
- Potentially Critical (will become critical within 1 year)
 - Correct recurring or intermittent facility operations deficiencies
 - Potential Life and/or Health safety hazards
 - Prevent predictable deterioration/collateral damage
 - Condition has potential to cause downtime or vacancy
 - Necessary/Not yet Critical
 - Beyond Expected useful life but still serviceable
 - Recommended
 - Useful/Sensible Improvements to Facility operations
 - Increases efficiencies of systems/reduces operational costs
 - Improves overall usability of facilities
 - Modernization
 - Does not meet current codes/standards
 - Improves local marketability & quality of life
 - Hazardous Materials managed but not yet abated

Project Cost Information	
Proposed TDC (Total Development Cost)	\$137,591
Actual TDC (Final Cost at Completion)	\$0.00

Cost Breakdown for Federal Projects (N/A) for State Projects	
Dwelling Cost %	0 %
Non-dwelling Cost %	0 %
Site Cost %	100 %

Inspection Date: 9/1/2016

Inspector: Chad Howard- AHA

Project Notes: Watson Farms Apartments is a Federally funded, low income housing development. AHA is seeking CDBG grant funds to complete this project.

Proposed Funding:	Grant Funds:	\$0.00
	Other Funds:	\$137,591.00
	Total:	\$137,591.00

Related Inventory Components

[Add Related Components](#)

Capital Planning System

Projects

Main Menu Facilities Inventory **Projects** Reports Utilities Find Help

LHA	AMHERST HOUSING AUTHORITY ▼
Development	[REDACTED]
Facility	Development-wide ▼
Unit	ALL ▼ (ALL Implied if not selected)
Project	[REDACTED] Watson Farms - Site Improvements ▼

Project Information Project Estimation Project Management Project Templates

Related Inventory Components

Labor

Craft	Labor Description	Rate	Hours	Cost Type	Subtotal
Select ▼	[REDACTED]		0	Dwelling ▼	Add

Labor Total:

Project Estimation Components (Labor Inclusive)

[Add Related Inventory Components to Estimation Components](#)

Description	Notes	Unit Cost	Unit	Quantity	Cost Type	SubTotal
						Add

Materials Total:

Other Cost

Description	Notes	Unit Cost	Unit	Quantity	Cost Type	Subtotal
Delete Construction Contingency	15%	\$14,357.34	LUMP	1	Site	\$14,357.34 Edit
Delete Mobilization	Engineer Estimate	\$4,000.00	LUMP	1	Site	\$4,000.00 Edit
Delete Site Amenities	Engineer Estimate	\$62,798.35	LUMP	1	Site	\$62,798.35 Edit
Delete Site Demolition & Preparation	Engineer Estimate	\$28,917.25	LUMP	1	Site	\$28,917.25 Edit
[REDACTED]	[REDACTED]				Dwelling ▼	Add

Others Total: \$110,072.94

Totals

[Edit](#)

Soft Cost: 25%

Soft Cost Total: \$27,518

Hard Cost Total: \$110,073

Total Development Cost: \$137,591

Amherst Housing Authority

December 29, 2016

Watson Farms, 693 Main Street, Amherst, MA

Opinion of Probable Cost

Prepared by: The Berkshire Design Group, Inc.

<i>Item</i>	<i>Unit</i>	<i>Qty</i>	<i>Unit Cost</i>	<i>Total Cost</i>
Mobilization				<i>Including O&P</i>
Mobilization	LS	1	\$4,000.00	\$4,000.00
Site Demolition & Preparation				
Sedimentation & Erosion Control	LF	1,820	\$2.64	\$4,804.80
Bituminous Pavement R&D	SY	615	\$9.55	\$5,873.25
Bituminous Sidewalk R&D	SY	1,020	\$5.85	\$5,967.00
Cold Plane Bituminous Pavement	SY	2,930	\$2.85	\$8,350.50
Sawcut Bituminous Pavement	LF	1,480	\$1.70	\$2,516.00
Concrete Curb R&S	LF	1,050	\$5.35	\$5,617.50
H/C Parking Posts & Gate Posts R&S	EA	4	\$10.00	\$40.00
Remove Traffic Speed Table	SY	35	\$15.80	\$553.00
		Site Demolition Total		\$28,917.25
Site Amenities				
New Bituminous 1-1/2" Wearing Course	SY	3,523	\$8.10	\$28,536.30
New Bituminous 2-1/2" Binder Course	SY	510	\$11.80	\$6,018.00
New 12" Gravel Base	SY	510	\$9.85	\$5,023.50
New Bituminous Sidewalk 2-1/2" Thick	SY	990	\$14.85	\$14,701.50
New Concrete Wheelchair Ramp	SY	645	\$4.63	\$2,986.35
New 8" Gravel Base for Walks and Ramps	SY	990	\$7.25	\$7,177.50
New Concrete Curb (Avg Straight & Curved)	LF	600	\$20.00	\$12,000.00
Reset Concrete Curb	LF	995	\$6.00	\$5,970.00
Bulk Concrete for Curb Placement	CY	50	\$124.00	\$6,200.00
New Bituminous Speed Table/Hump	SY	80	\$20.50	\$1,640.00
New Pavement Striping	LF	1,200	\$0.35	\$420.00
New Handicap Symbol	EA	10	\$60.00	\$600.00
New Pavement Markings	SF	350	\$6.80	\$2,380.00
New Catch Basin	EA	1	\$2,250.00	\$2,250.00
New Frame & Grate	EA	1	\$625.00	\$625.00
New 10" PVC Pipe	LF	80	\$18.35	\$1,468.00
New H/C Parking Signs & Posts	EA	9	\$70.00	\$630.00
New Gate Posts and Chain	LS	1	\$1,000.00	\$1,000.00
Loam & Seed Lawn Area	SF	11,000	\$0.25	\$2,750.00
		Site Amenities Total		\$62,798.35
		Subtotal		\$95,715.60
		15% contingency		\$14,357.34
		Total		\$110,072.94



e.g. of eroded and heaved walks that have deteriorated over time and are no longer wide enough to comply with code.



e.g. of narrow cracked walkways.



e.g. of handicap access which is too steep and narrow for wheel chair use.



e.g. of handicap access which is too steep and narrow for wheelchair use.



e.g. of handicap access which is too steep and narrow for wheelchair use.



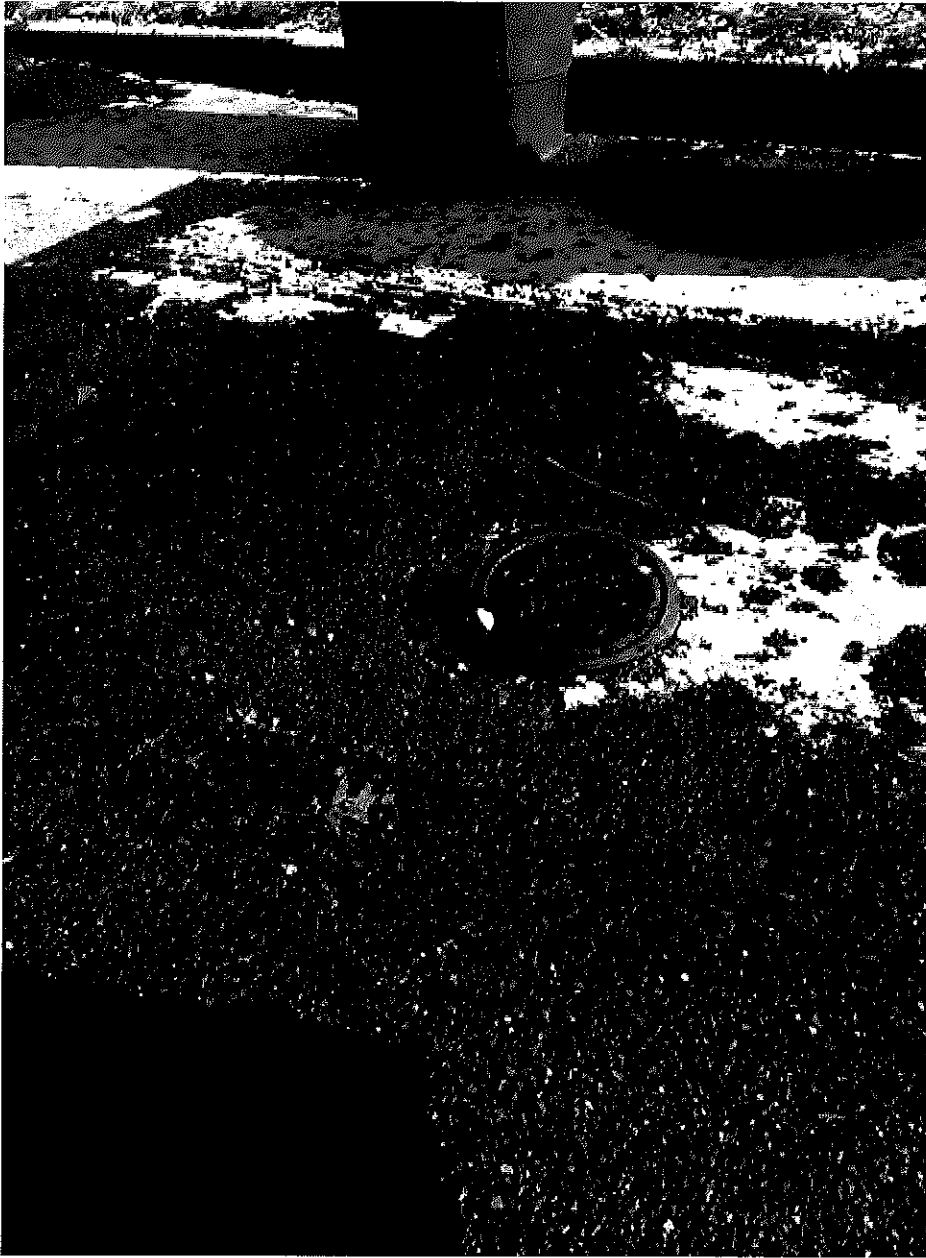
e.g of heaving walkway which causes major trip hazard and ice buildup in winter.



e.g. of handicap access which is too steep and narrow for wheelchair use.



e.g. of badly heaving driveway area.



e.g. heaving DPW fixture in center of driveway.



e.g. of handicap access which is too steep and narrow for wheelchair use.

FY 17 Revenue & Expenditure

Income	Total	400-1	400-9	Bridges/ Towers	409-1	409-2	609-2	MRVP	HUD PH QBS	Sec 8	MGOS	Main St Thru	Main St Pass	Pomeroy Pass Thru	Pomeroy Mgmt	BALANCE TTY
Administrative Fees	432,000.00									420,000.00						432,000.00
Management Fees % of Rents Collected	26,110.00															26,110.00
Pass-thru funds- direct billing	85,150.00															85,150.00
Housing Res	660,828.12	420,000.00	137,268.00	14,868.00	14,868.00	38,892.12			49,800.00			27,150.00	7,500.00		18,610.00	660,828.12
Federal SS	80,292.00				80,292.00											80,292.00
Non-Dwelling Rent																0.00
Interest on Unrestricted Investments	1,005.00	150.00	375.00			75.00		5.00	50.00	350.00						1,005.00
Interest on Restricted Investments	100.00		100.00													100.00
Other Operating Receipts Subsidy Related	27,060.00	20,800.00	500.00					5,750.00								27,060.00
Other Operating Receipts Non-Subsidy Related	3,000.00															3,000.00
Operating Subsidy	355,256.13	279,178.00									33,572.13					355,256.13
Capital Fund	22,574.00															22,574.00
From Operating Reserves																0.00
Fraud	5,000.00									5,000.00						5,000.00
Pontability Income	3,900.00									3,900.00						3,900.00
Restricted Grants																0.00
Total Income	1,702,225.25	723,128.00	138,243.00	95,160.00	95,160.00	38,967.12	17,765.00	17,765.00	114,930.00	429,250.00	33,572.13	27,150.00	7,500.00	58,000.00	18,610.00	1,702,225.25
Expenses																
Administrative Salaries	502,604.29	110,561.30	42,282.81	13,720.00	6,860.00	6,860.00	8,156.77	9,631.25	17,882.00	232,393.11	33,572.13	3,827.47	3,550.00	14,050.00	9,025.25	502,604.29
Compensated Absences																0.00
Legal	16,100.00	3,500.00														16,100.00
Travel & Related Expenses	5,340.00	1,250.00	350.00	70.00	35.00	35.00	150.00	20.00	600.00	7,500.00		1,500.00		3,000.00		5,340.00
Accounting Services	24,300.00	4,500.00	2,414.00	1,800.00	900.00	900.00	1,782.00	198.00	2,214.00	7,452.00		1,440.00		500.00	2,500.00	24,300.00
Audit Costs	11,500.00	3,500.00	750.00	1,000.00	500.00	500.00	200.00	50.00	1,500.00	4,500.00						11,500.00
Inspection Fees	15,800.00		402.00	400.00	200.00	200.00				15,000.00						15,800.00
Office Supplies	25,700.00	3,500.00	1,000.00	600.00	300.00	300.00	350.00	600.00	450.00	7,000.00		1,200.00		2,000.00		16,700.00
Publications & Subscriptions	2,400.00									1,650.00						2,400.00
Postage/Printing	10,540.00	4,500.00	375.00	190.00	95.00	95.00	25.00	500.00	200.00	4,750.00						10,540.00
Advertising	3,975.00	1,500.00	250.00	150.00	75.00	75.00	75.00	100.00	200.00	1,250.00		2,250.00		552.00	250.00	3,975.00
Telephone/Cell	16,520.00	5,500.00	1,000.00	1,000.00	500.00	500.00	285.00	100.00	333.00	5,250.00						16,520.00
Dues & Memberships	2,775.00	200.00	200.00	500.00	450.00	50.00	75.00	100.00	150.00	1,000.00			100.00			2,775.00
Lease	4,955.00	700.00	195.00	300.00	150.00	150.00	250.00	250.00	350.00	2,500.00						4,955.00
Staff Training (Meetings/Seminars)	11,200.00	3,000.00	250.00	500.00	250.00	250.00			500.00	6,750.00						11,200.00
Information Technology	27,000.00	6,000.00	1,500.00	1,900.00	950.00	950.00	350.00	750.00	1,500.00	12,500.00		1,250.00		500.00	750.00	27,000.00
Administrative Other	5,351.00	500.00	375.00	500.00	250.00	250.00	355.00	100.00	371.00	2,000.00		1,000.00				5,951.00
Tenant Association	750.00															750.00
Real Estate Taxes																0.00
Water/Sewer	63,303.00	47,053.00	2,500.00	5,750.00	2,250.00	3,500.00			8,000.00							63,303.00
Electric	93,050.00	82,000.00	8,000.00	1,350.00	1,250.00	100.00			1,700.00							93,050.00
Gas	47,520.00			400.00	200.00	200.00										47,520.00
Fuel Oil	19,000.00	19,000.00														19,000.00
Maintenance Labor	224,275.19	134,419.82	31,658.66	11,150.00	5,575.00	5,575.00	7,816.00		17,755.00			5600.00		15,845.71		190,000.00
Maint. Materials & Supplies	45,959.00	29,832.00	4,500.00	2,500.00	1,000.00	1,500.00	4,637.00		4,500.00							45,959.00
Contract Costs	85,050.00	69,050.00	2,500.00				6,000.00		7,500.00							85,050.00
Growth Supplies	1,000.00			1,000.00	500.00	500.00										1,000.00
Rubbish	800.00			800.00	400.00	400.00										800.00
Alarm System																0.00
Elevator																0.00
Furnace																0.00
Other Contracts	3,000.00			3,000.00	1,500.00	1,500.00										3,000.00
Insurance	33,664.00	18,810.00	3,238.00	2,545.67	1,237.82	3,107.25	311.00	432.00	4,304.93	3,688.00			150.00		175.00	33,664.00
Worker's Comp	20,785.00	7,344.54	2,116.57	745.54	372.77	372.77	479.12	288.72	1,088.30	6,966.53		282.61	106.42	1,016.10	270.55	20,785.00
Pilot	12,718.00	6,750.00		1,990.00	885.00	1,105.00			3,978.00							12,718.00
Employee Benefits																0.00
Retirement	149,490.00	52,823.44	15,942.01	5,362.05	2,681.02	2,681.02	3,445.94	2,076.53	7,683.45	50,104.72		2,012.59	765.39	7,308.02	1,945.87	149,490.00
Health	120,600.00	42,614.93	12,861.10	4,325.90	2,162.90	2,162.90	2,779.98	1,675.22	6,198.57	40,421.63		1,639.78	617.47	5,895.69	1,569.82	120,600.00
Dental & Vision	10,127.46	3,684.64	1,112.02	73.96	36.98	36.98	240.37	144.85	535.95	3,495.00		141.78	53.39	509.76	135.73	10,127.46
Medicare	8,500.00	3,003.54	906.46	304.89	152.44	152.44	195.94	118.07	436.88	2,848.95		115.57	415.53	415.53	110.64	8,500.00
DCI	2,362.06	728.62	219.90	374.02	187.01	187.01	47.53	78.64	105.98	591.12		28.04	10.56	100.80	25.84	2,362.06
Employee OPEB																0.00
Mobility Expenses	3,900.00									3,900.00						3,900.00
Replacement Reserves	3,500.00															3,500.00
Collection Losses																0.00

[illegible]

Watson Farms – Site Improvements

Revenue

CDBG Grant Income	\$ 137,591.00
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Expenses

Mobilization	\$ 4,000.00
Site Demolition	\$ 28,917.25
Site Amenities	\$ 62,798.35
15% Construction Contingency	\$ 14,357.34
Soft Costs	\$ 27,518.00

Total expenses	\$137,590.94
----------------	--------------

Soft costs include:

- Engineering
- Owners Project Rep. (Clerk of Works)
- Permitting fees
- Administrative costs
- Inflation

Amherst Housing Authority

December 29, 2016

Watson Farms, 693 Main Street, Amherst, MA

Opinion of Probable Cost

Prepared by: The Berkshire Design Group, Inc.

<i>Item</i>	<i>Unit</i>	<i>Qty</i>	<i>Unit Cost</i>	<i>Total Cost</i>
Mobilization				<i>Including O&P</i>
Mobilization	LS	1	\$4,000.00	\$4,000.00
Site Demolition & Preparation				
Sedimentation & Erosion Control	LF	1,820	\$2.64	\$4,804.80
Bituminous Pavement R&D	SY	615	\$9.55	\$5,873.25
Bituminous Sidewalk R&D	SY	1,020	\$5.85	\$5,967.00
Cold Plane Bituminous Pavement	SY	2,930	\$2.85	\$8,350.50
Sawcut Bituminous Pavement	LF	1,480	\$1.70	\$2,516.00
Concrete Curb R&S	LF	1,050	\$5.35	\$5,617.50
H/C Parking Posts & Gate Posts R&S	EA	4	\$10.00	\$40.00
Remove Traffic Speed Table	SY	35	\$15.80	\$553.00
			Site Demolition Total	\$28,917.25
Site Amenities				
New Bituminous 1-1/2" Wearing Course	SY	3,523	\$8.10	\$28,536.30
New Bituminous 2-1/2" Binder Course	SY	510	\$11.80	\$6,018.00
New 12" Gravel Base	SY	510	\$9.85	\$5,023.50
New Bituminous Sidewalk 2-1/2" Thick	SY	990	\$14.85	\$14,701.50
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			15% contingency	\$14,357.34
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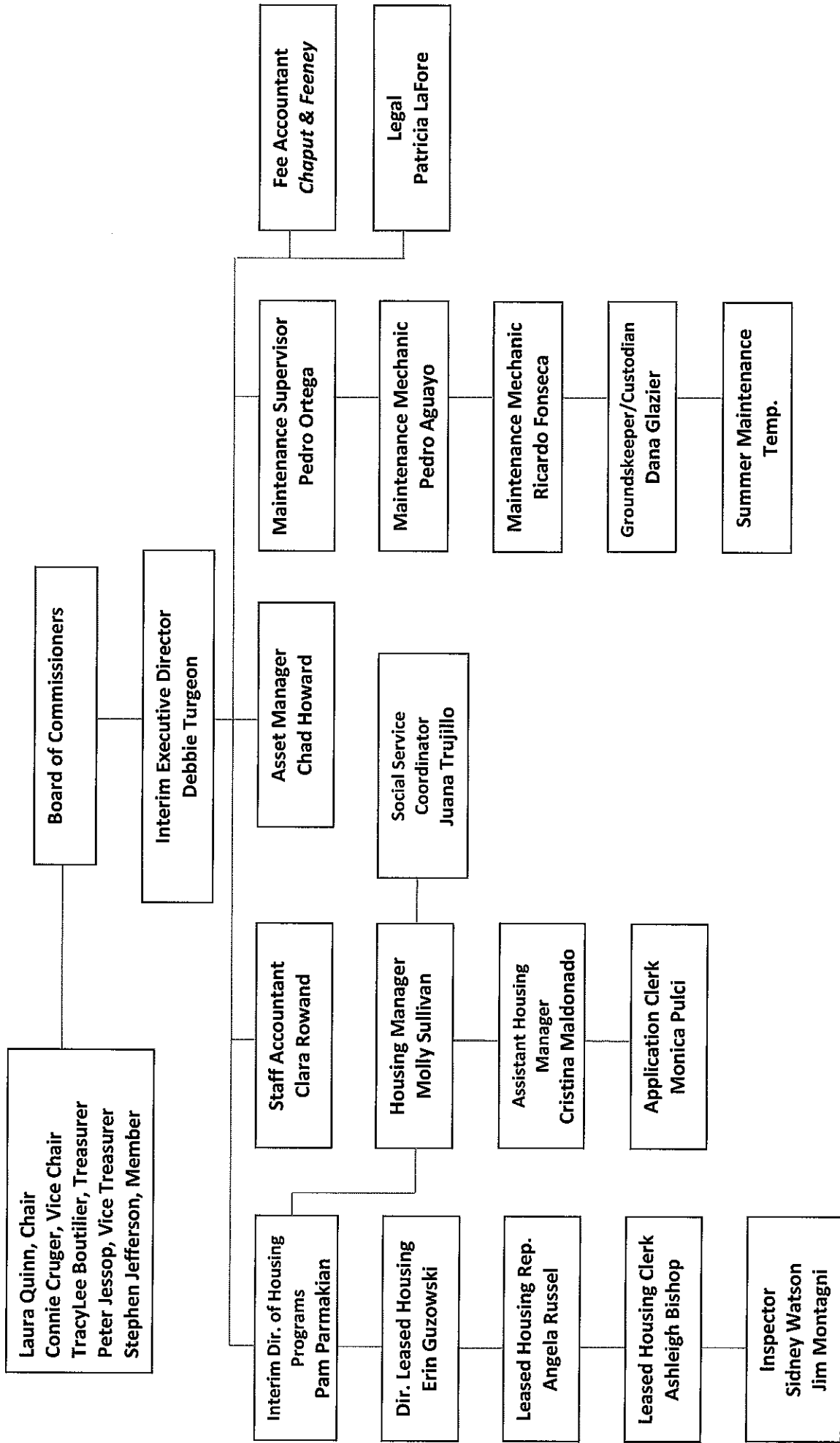
Summary of Capital costs for WF Site Improvements
Budget over 12 months

[illegible]

AMHERST HOUSING AUTHORITY – Board of Commissioners

Commissioner	Office	Address	Phone Number	Term	Email
Laura Quinn	Chair	151 Shays Street Amherst	413-306-0464	April 2017	laural.quinn@gmail.com
Constance Kruger Governor's Appointee	Vice-Chair	15 Hop Brook Road Amherst	413-253-1448	May 2017	ckruger@crocker.com
TracyLee Boutilier	Treasurer	30 Gatehouse Road, #303 Amherst	413-461-6024	April 2020	tracylee.sgb@gmail.com
Peter Jessop	Vice Treasurer	120 Pulpit Hill Road, #15 Amherst	413-549-7919	April 2019	peterjessop@gmail.com
Stephen Jefferson	Member	117 Rolling Green Drive, Amherst	413-230-0570	April 2021	doctorjefferson30@gmail.com

AMHERST HOUSING AUTHORITY – Organizational Chart



Site Plan for

WATSON FARMS

693 Main Street
Amherst, Massachusetts

Prepared For:

Amherst Housing Authority
33 Kellogg Ave. Suite 81
Amherst, MA 01002

Prepared By:

The
Berkshire
Design
Group, Inc.

Landscape Architecture
Civil Engineering
Planning
Land Surveying

4 Allen Place Northampton, Massachusetts 01060
Phone (413) 582-7000 Fax (413) 582-7005
bdg@berkshiredesign.com www.berkshiredesign.com

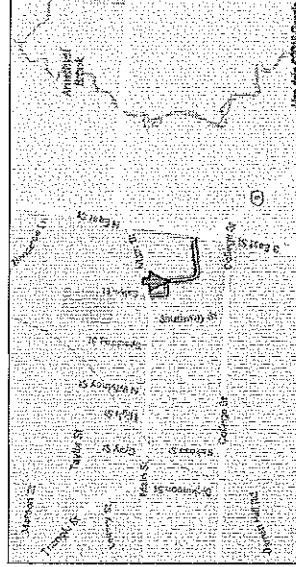
FOR SITE PLAN REVIEW
NOT FOR CONSTRUCTION

Date:

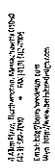
DECEMBER 20, 2016

Sheet Index

—	TITLE SHEET
C-101	DEMOLITION PLAN - 1
C-102	DEMOLITION PLAN - 2
C-201	LAYOUT PLAN - 1
C-201	LAYOUT PLAN - 2
C-501	DETAILS - 1
C-502	DETAILS - 2



Locus Map

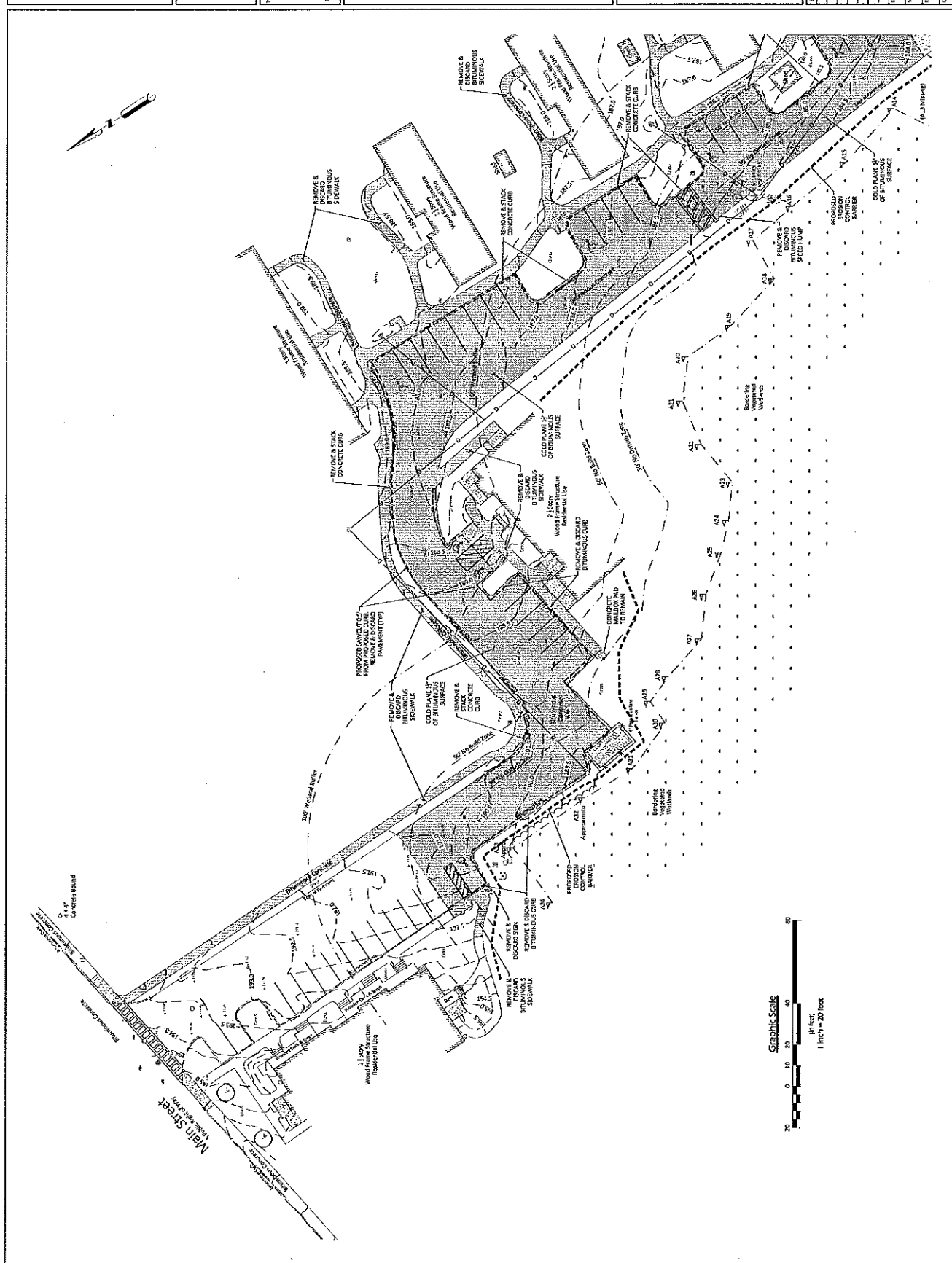


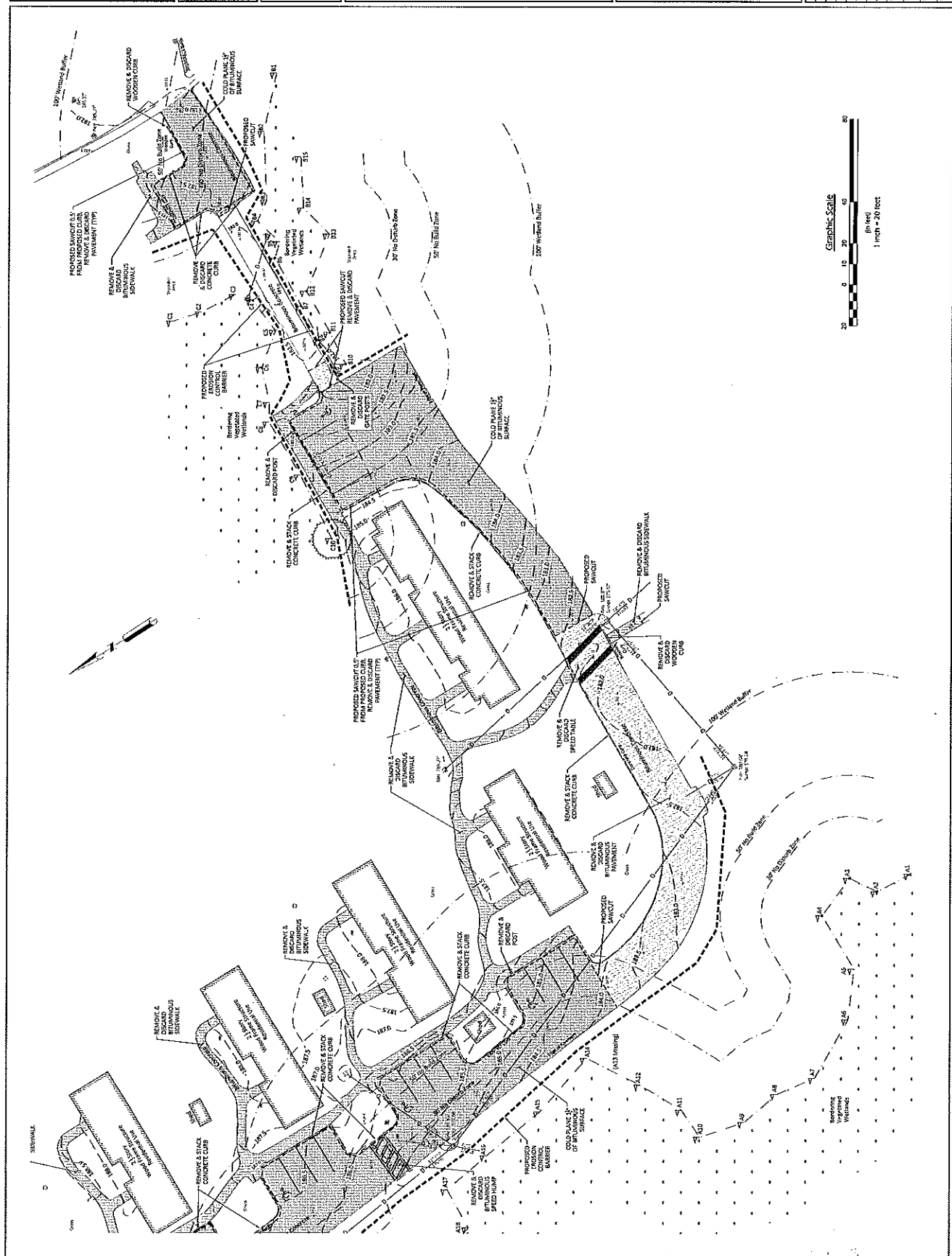
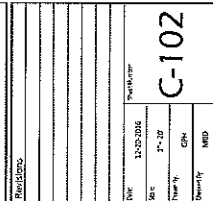
only studies I've found so far. I'd be used in combination programs with the 2000 studies and just a couple more studies. I'd like to see if the studies are not as good as the ones I've found so far.

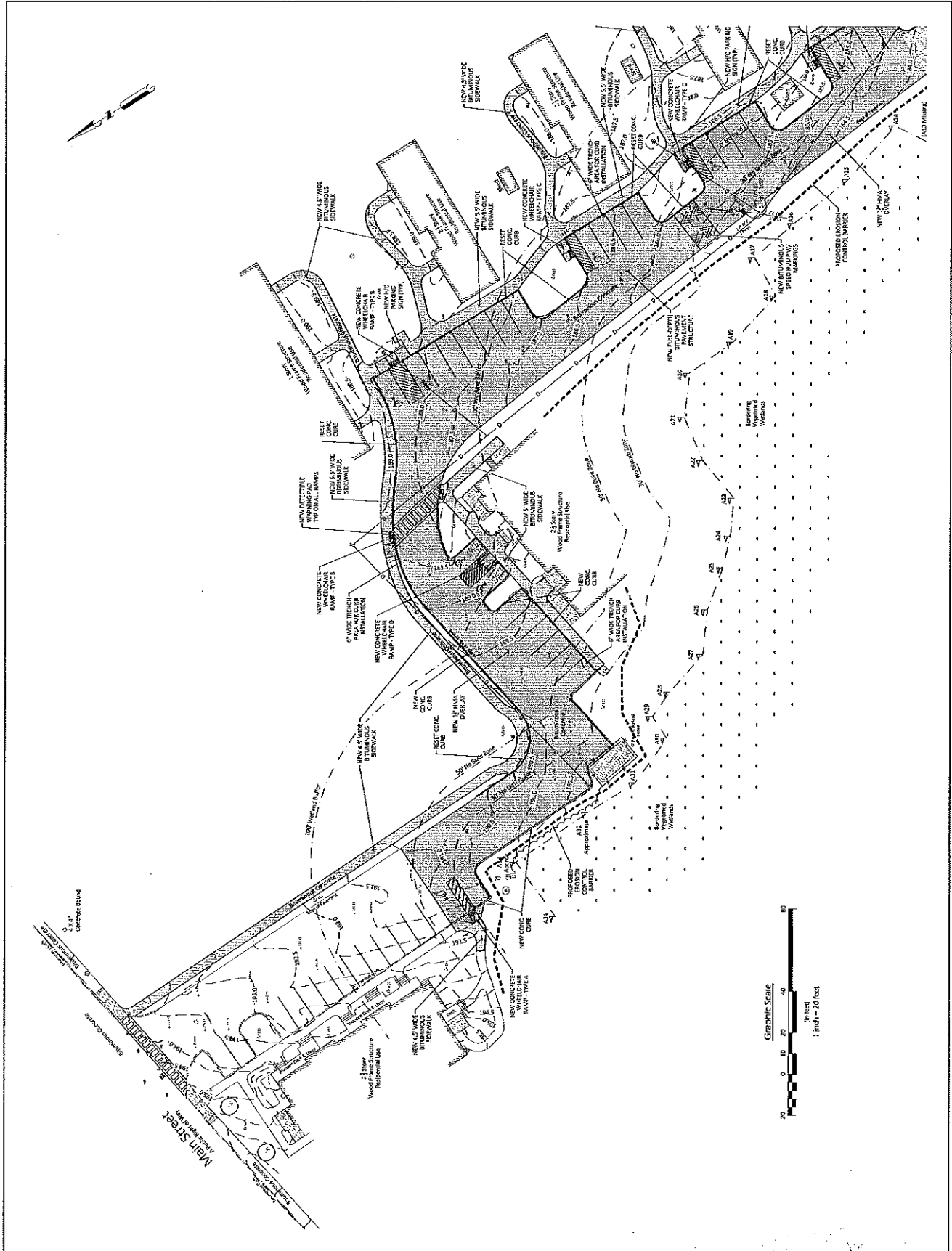
④ Consider: The Weaver Group, Inc.
This company and all its subsidiaries are engaged in the manufacture and sale of various types of clothing, including men's, women's and children's apparel. The company is a public company and its securities are listed on the New York Stock Exchange.

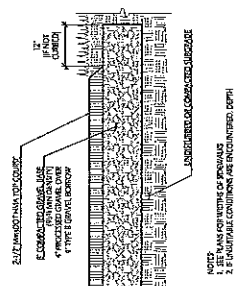
WATSON FARMS
693 MAIN STREET
AMHERST, MA

OWNER:
THE AMHERST
HOUSING AUTHORITY

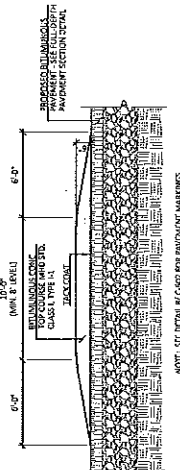
DEMOLITION
PLAN - 1[illegible]



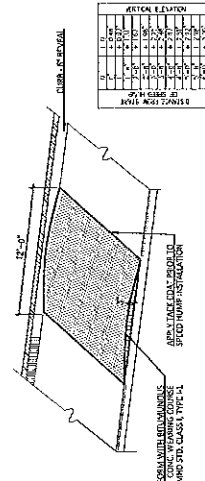




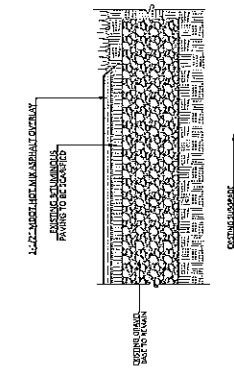
3 Bituminous Concrete Sidewalk



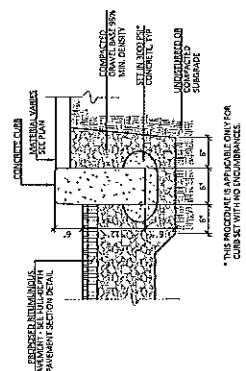
6 Speed Table Detail



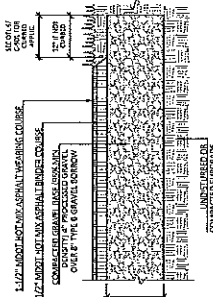
7 Speed Hump Detail



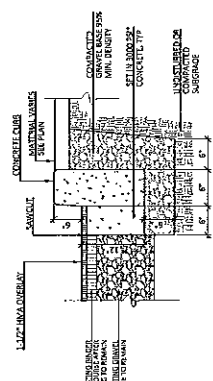
2 Bituminous Concrete Overlay



5 Concrete Curb Installation Adjacent To Full-Depth Bituminous Pavement



1 Full-Depth Bituminous Concrete



4 Concrete Curb Installation Adjacent To Bituminous Pavement Overlay

7 Handicap Parking Sign